

# Westfield Village Homeowners Assoc.(WVHOA)

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Email: [westfieldvillagehoa@gmail.com](mailto:westfieldvillagehoa@gmail.com)

January 28, 2014

## Dear Westfield Village Homeowners:

Howdy from your Westfield Village HOA Board. We would like to share with you some information about things happening in and around our subdivision and matters that affect you.

### 2014 Annual Meeting

The 2014 WVHOA Annual Meeting will be held on **Tuesday, February 18, 2014 at 7:00 p.m.** at the College Station Fire Department Number 3 Conference Room located at 1900 Barron Road. Neighborhood Updates, Financial Report and Officer Elections will be on the agenda. If you are interested in being involved in the HOA, please contact us at [westfieldvillagehoa@gmail.com](mailto:westfieldvillagehoa@gmail.com).

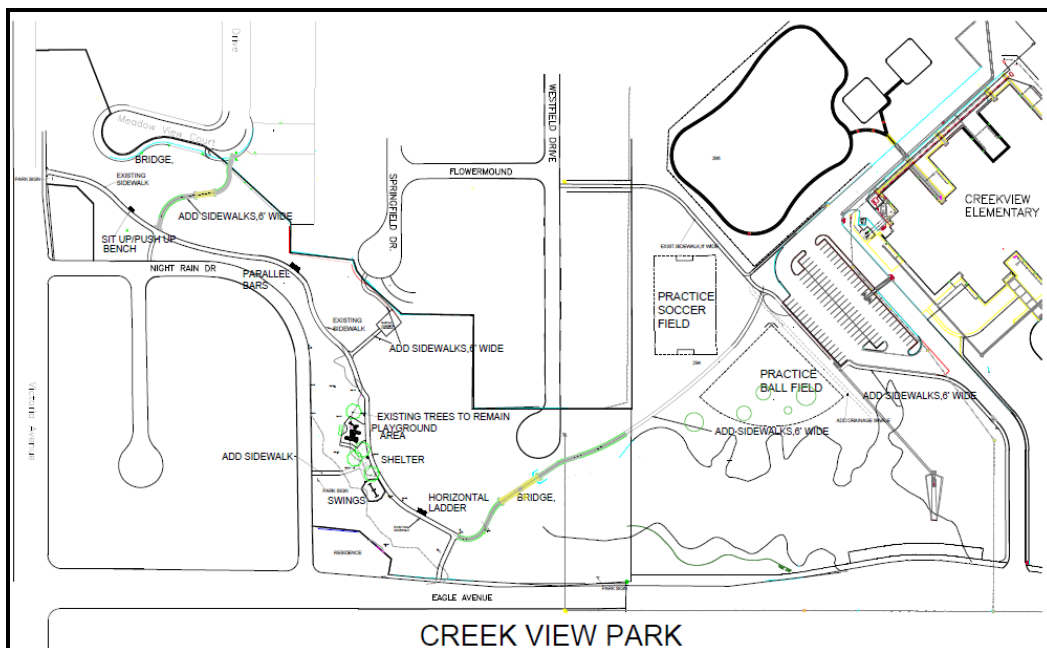
There is a proxy form that is being included in the mail-outs. If you are unable to attend please complete the proxy and either mail back with your HOA dues or email to [westfieldvillagehoa@gmail.com](mailto:westfieldvillagehoa@gmail.com) prior to the Annual Meeting.

### 2014 Annual HOA Dues and Financials

The Dues for 2014 will remain the same this year at \$140.00. These dues pay for the landscaping, irrigation, utilities of the common areas in Westfield Village along with neighborhood repairs/improvements and administration fees. A financial report and budget is attached for your review and will be presented at the HOA meeting and posted on the HOA website after the annual meeting. The HOA is accepting credit card/debit card payments through our website and PayPal. Payment plans can be made on your account by contacting the treasurer, Heather Humphrey at [westfieldvillagehoa@gmail.com](mailto:westfieldvillagehoa@gmail.com). If you are interested in receiving your invoices by email you may also provide your email address to Heather at the same email address.

### Creek View Park Update

**CONSTRUCTION HAS STARTED....**Some say better late than never but after several years of discussion the construction has begun. In 2009, the City Parks and Recreation Department approved the site for a park in our subdivision. The park is called the Creek View Park and will be located off of Eagle Avenue and Night Rain. The expected completion date of construction is May 2014.



## **On Going Neighborhood Challenges**

As with all neighborhoods we have our share of challenges that affect you. We ask that you be mindful to your neighbors and the neighborhood. Issues we have been working on this year include; Yards, Weeds, Fences, Trash in Neighborhood, Parking Issues, Mailbox Issues and Loud Parties. Please review the following neighborhood integrity for additional reminders.

## **Neighborhood Integrity**

Westfield Village is only as good as its homeowners and residents. We all want to have a neighborhood that is friendly, clean and welcoming to friends and family, as well as maintaining property values.

**There are covenants and restrictions that are in place to protect the character of the neighborhood and we would like to remind everyone of a few things that are found to be in violation from time to time:**

- **Yards and landscape must be kept cut and edged**
- **Garbage containers must be removed from the curb after trash pickup within one day.**
- **All yard equipment, barbeque pits, boats, pools, play equipment, etc. must be kept behind a fence screened from public view from the street.**
- **No Parking on grass at any time.**
- **No boats, motor homes, large trucks, service trucks/vans, trailers, RV's, etc. are to be parked at your home or in front of your home.**
- **No un-operable cars are to be parked at your house for more than a 72 hour period.**
- **Any improvements or additions to your home need to be approved by the WVHOA prior to construction to be sure they comply with deed restrictions and city ordinances.**

## **Landscaping and Irrigation**

Our landscapers have been able to work within our budget and maintain the aesthetics of the neighborhood. We added additional fertilization this past year to the entry ways and the common areas to help improve the appearances of the neighborhood. Additionally all of the trees in the subdivision have been trimmed and the flowerbeds were weeded and mulched. We are exploring adding more landscaping to the entrance areas and planters throughout the subdivision but want to remain costs conscious. If you have or see any concerns with the landscaping, please let us know.

We have had all of the known issues with broken sprinkler lines and broken sprinkler heads repaired. Rain Sensors have been installed at all control panels to help in water conservation. Our system is fully operational and we will continue to monitor and conserve usage to maintain the common areas. If you see water leaking from a sprinkler head or just a large amount of water where it should not, be please contact one of the board members as soon as possible

## **Architecture Report**

A friendly reminder that any outside improvements/additions need to be approved by the HOA to make sure in compliance with deed restrictions and not in violation of them. Items that have been requested to be approved this year include installation of percales, fence gates, painting outside of houses, and expansion of driveways.

## **Fence Repair Concerns**

We have had several calls about who owns the fence between neighbors. The standard protocol is the fence posts are set on the owners property, however, when fences are installed by builders this is not always the case. Buyers sometimes ask to have the front of the fence facing their backyard so they don't see the side with the posts. Since both property owners benefit from the privacy fence we recommend that neighbors work together and share in the expense of the repairs.

## 2013 IN REVIEW

### 2013 - National Night Out

In October, the HOA held its fourth annual National Night-Out Party with much success and a great turnout. Each year our National Night Out is becoming a bigger event. Neighbors were able to get out on a beautiful evening and visit while the kids got to play on a Bounce-A-Lot and Slide. Members of City Council, Police Officers, Fire Department Officials and Animal Control Officers attended and answered questions. We want to thank McAllister's Deli for helping out with all the food.



### 2013 – Big Event

In March we got the assistance of students from Texas A&M University to help clean the creek and retention pond of our subdivision. We had a great time, ate some good pizza and enjoyed a little football. We look forward to working with them again this year for another fun adventure. If you would be interested in coming out to help, please let us know.



## **2013 – Spring Picnic**

In April we held our first annual Spring Picnic at the Archway Common Area. Neighbors came out for a beautiful day and kids enjoyed the bounce house while the adults and kids played a little volleyball, and ladder golf.

We are looking to build on the picnic this year to encourage neighbors to come out and meet other neighbors. The HOA's goal is to hold two events a year to bring out the neighbors to get to know each other and have a relaxing time just hanging out, sharing information, concerns and ideas for our neighborhood.

## **2014 Neighborhood Events Planned**

- March 29, 2014 – Big Event - Neighborhood Work Day
- May 3, 2014 – Spring Picnic - Currently In Discussion (Cook Off, Pot Luck or Hamburgers)\*
- October 7, 2014 – National Night Out Party\*

\*These events will be held at the Archway Area located at the intersection of Windmeadows and Springmist. These events are held to encourage neighbors to get out and meet each other. If you are interested in helping organize these events please let us know.

## **WANT TO BE CONNECTED?**

### **Website and Facebook**

If you did not know, we have a website for our subdivision located at [www.westfieldvillage.org](http://www.westfieldvillage.org) that currently has information about the subdivision, events, the posted deed restrictions by phase and links to the City Ordinances. Join us on Facebook... Search for Westfield Village Homeowners Association.

### **NextDoor App**

New this year! In partnership with the City of College Station Police Department we have created a virtual neighborhood network. This app allows neighbors to share information, recommendations, events, suspicious activities and connect with fellow neighbors. The App can be downloaded to any smartphone, ipad or can be opened through the internet. <https://nextdoor.com/invite/ssgupqwkpdfwgqvzmhcew> or enter this link in your browser nextdoor.com/collegestation and select your neighborhood.

### **Gmail and Google Group**

Want to get updates and information going on in our neighborhood? Be sure to sign up for our google group. Go to our website at [www.westfieldvillage.org](http://www.westfieldvillage.org) and sign up on the left hand side of the screen by simply entering your email address in the Google Group Box.

### **Closing**

If you have any questions or suggestions for the betterment of our subdivision, send us an email at [westfieldvillagehoa@gmail.com](mailto:westfieldvillagehoa@gmail.com). We want to thank each of you for being good neighbors.

Thanks,

*Westfield Village HOA Board*

*Billy Hart – President*

*Chad Aultman – Vice President*

*Heather Humphrey – Treasurer*

*Chastity Lamb – Secretary*



**WESTFIELD VILLAGE HOMEOWNERS ASSOCIATION  
2013-2014 FINANCIAL AND PROPOSED BUDGET**

ANNUAL ASSESSMENT LEVEL:	2013		2014	
	\$140.00		140.00	
	Budgeted	Actual	Budgeted	Actual
<b>INCOME</b>				
<b>ASSOCIATION ASSESSMENTS*</b>				
CARRY OVER BALANCE	3,596.27	3,596.27	4,745.07	
ASSESSMENTS (310 Lots x Annual Fee)	43,400.00	37,940.00	43,400.00	
LESS BAD DEBT: (62 Lots x Annual Fee)*	-8,680.00	-5,460.00	-8,680.00	
<b>TOTAL ASSESSMENT INCOME</b>	<b>38,316.27</b>	<b>36,076.27</b>	<b>39,465.07</b>	
<b>OTHER ASSOCIATION INCOME</b>				
Late Fees	500.00	1,550.00	500.00	
Fines	300.00	200.00	300.00	
Transfer Fees	500.00	1,100.00	500.00	
Prior Year Bad Debt Collection**	15,046.00	7,999.39	16,210.00	
Interest - Checking Account		48.09		
<b>TOTAL ASSOCIATION INCOME</b>	<b>54,662.27</b>	<b>46,973.75</b>	<b>56,975.07</b>	
<b>EXPENSES</b>				
Landscaping Contract	30,000.00	28,290.50	31,500.00	
Administrative and Legal Fees	1,000.00	400.00	1,000.00	
College Station Utilities (Water and Electric)	12,000.00	6,276.31	10,000.00	
P.O. Box Rental	180.00	180.00	180.00	
Website (Donated by Kevin & Brandi George)	0.00	0.00	75.00	
Irrigation Repairs and Maintenance	3,000.00	543.00	2,000.00	
Light Repairs and Maintenance	500.00	70.10	500.00	
Social (Spring Picnic and National Night Out)	1,500.00	1,027.33	1,500.00	
Subdivision Redevelopment Expenses*** (New 2013)	1,000.00	441.44	2,000.00	
Savings Account Established (New 2013)		5,000.00	1,000.00	
<b>TOTAL EXPENSES</b>	<b>49,180.00</b>	<b>42,228.68</b>	<b>49,755.00</b>	
<b>NET OPERATION INCOME =</b>				
Association Income - Total Expenses	5,482.27	4,745.07	7,220.07	

\*Budget Item Projection 80% Collection of 2014 Dues

\*\*\*Repairing Aging Signs, Benches, Concrete Planters, etc

Annual Collection Rate
2009 - 89% HOA Dues Collected
2010 - 90% HOA Dues Collected
2011 - 77% HOA Dues Collected
2012 - 85% HOA Dues Collected
2013 - 88% HOA Dues Collected*

\*39 of 310 Houses Not Paid in 2013

\$16,210.00 Past Due with Late Fees Through 2013	
** Prior Years Bad Debt Collection	
6 years past due - 2 Households	Lien Notice
5 years past due - 3 Households	Lien Notice
4 years past due - 5 Households	Lien Notice
3 years past due - 11 Households	Lien Notice
2 years past due - 7 Households	
1 year past due - 11 Households	

## **Collection of HOA Dues and Repercussions for Homeowners Who Don't Pay.**

- The HOA maintains an accounting for each home in Westfield Village.
- Payment Plans are available for any homeowner.
- There are four options the HOA has to collect Past HOA Dues and Fees:
  - 1. Assess Late Fees
  - 2. Impose Liens
  - 3. File Suit
  - 4. Wait till they try to sell their house.
- In some cases, all three or a combination of these measures may be taken. Late fees are charged if the dues do not get paid by a certain date. After the annual meeting in February, Homeowners that have not paid will receive a certified letter with thirty (30) days to pay their HOA Dues. At that point, if they have not paid, the Board will determine the best way to proceed.
- Whenever a homeowner sells his/her house, the title company requires the HOA to sign a certificate of transfer acknowledging what fees are due and/or outstanding along with any fines/penalties against that house. At closing the HOA will collect any outstanding owed money.
- The Board reviews each account prior to making the decision to file suit for collection. It is important to realize when filing suit over HOA dues that going after \$100.00 in court is not cost effective. While it remains an option, we will wait until the amount gets to a level that makes it cost effective to be in the legal system. Recovering attorney's fees in a legal court action may not happen as it is always within the court's discretion to grant or deny attorney's fees.

## **Due Collections Protocol**

- **Past Due Letters have been and will be mailed out to everyone who is past due more than 3 years.**
- **Payment Plans are available and have been discussed with individuals who have made contact.**
- **We currently have 4 households on payment plans.**
- **Liens will be recorded in the Brazos County Real Property Records on these homes after March 15<sup>th</sup> for any who owe 3 plus years.**

# **2014 - WESTFIELD VILLAGE MAIL-IN BALLOT AND PROXY**

You will vote on **TWO** issues. The first is the ELECTION FOR THE 2014-2015 HOA BOARD. The second is the PROPOSED 2014 Budget.

Only ONE vote may be cast from each homeowner (lot) for each issue.

You may cast your vote EITHER,

1. In Person at the Annual HOA Meeting on February 18, 2014; or
2. Before the Annual Meeting, complete and sign the Proxy Below and Return to the HOA via email or by mail or your representative may bring it to the meeting; or
3. Before the Meeting, return the Mail In Ballot Via Email or By Mail to the HOA

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**ELECTION FOR WESTFIELD VILLAGE HOA BOARD  
One Year Term for HOA Board Position for 2014-2015  
Please check four positions**

- |                          |                              |                  |                  |
|--------------------------|------------------------------|------------------|------------------|
| <input type="checkbox"/> | Board of Directors Candidate | Billy Hart       | (President)      |
| <input type="checkbox"/> | Board of Directors Candidate | Chad Aultman     | (Vice President) |
| <input type="checkbox"/> | Board of Directors Candidate | Heather Humphrey | (Treasurer)      |
| <input type="checkbox"/> | Board of Directors Candidate | Chastity Lamb    | (Secretary)      |
| <input type="checkbox"/> | Write In                     | _____            |                  |
| <input type="checkbox"/> | Write In                     | _____            |                  |
| <input type="checkbox"/> | Write In                     | _____            |                  |

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**PROPOSED 2014 BUDGET**

Check Yes or No

- Yes  
 No

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**Absentee Ballot**

I certify and declare that I am an owner in the Westfield Village Homeowners in good standing who is authorized to cast a ballot in this election and am doing so in accordance with the Westfield Village Bylaws and Declaration.

Address: \_\_\_\_\_

Date: \_\_\_\_\_

Printed Name: \_\_\_\_\_ Signature: \_\_\_\_\_

**Proxy:**

**If assigning your Proxy do not enter mark the Absentee Ballots.** I hereby assign my vote to \_\_\_\_\_, as my true and lawful proxy, to vote or present my interest, in my place and stead, as though I was present at the Westfield Village HOA Annual Meeting on February 18, 2014 at 7:00 p.m. My proxy is executed for the Annual Meeting to establish a quorum as well as to authorize the proxy holder to cast my vote as he/she sees fit on my behalf.

Printed Name: \_\_\_\_\_ Signature: \_\_\_\_\_